

SAMPLE

PARISH OF EAST BATON ROUGE
STATE OF LOUISIANA

DELEGATION OF APPOINTING AUTHORITY

BEFORE ME, the undersigned Notary, personally came and appeared
Anne Smith Soileau, who, after being duly sworn by me, did depose and say:

That she is the Director of the Department of State Civil Service.

That, as such, and pursuant to La. Const. Art. X, Sec. 6, she is the appointing
authority for all employees in the Department except those in the office of the State
Examiner of Municipal Fire and Police Civil Service, the Board of Ethics, the Advisory
Board on Inservice Training and Education, the State Police Service, and the Division of
Administrative Law.

That, in the event of her absence or inability to perform her duties, she delegates
appointing authority in the following order of succession:

1. Deputy Director
2. General Counsel
3. Appeals Division Administrator
4. MIS Division Administrator
5. Program Assistance Division Administrator
6. Program Accountability Division Administrator
7. Compensation Division Administrator
8. Staffing Division Administrator
9. Administrative Officer

Thus done and passed in my office in Baton Rouge, Louisiana, in quadruplicate
originals, before the witnesses whose signatures appear below, this _____ day of
_____, 200__.

Witness #1

Appointing Authority

Witness #2

Notary Public